

HaileyburyTurnford

AGM

Monday 5th December 2022 @ 5.30pm

Haileybury Turnford library

MINUTES

Membership: Simon Boyden (SB)
Alan Pilgrim (AP) *Chair & representative of the sponsor member*
Catrin Mills (CM)
Matt Radley (MR)
Stuart Westley (SW)

Also in attendance: Lynn Aldrich Clerk/Governance Professional
Jane Howard (JH) School Business Manager
Rob Whitaker (RW) Chair of Governors
Robin Newman (RN) Principal

Open invitation to all stakeholders (parents, staff and trustees and governors)

Item	MINUTES
1.	Welcome and confirmation of the chair, quorum and voting process SB, AP were absent. Apologies received from MR. There were 2/5 members present and the meeting was quorate. SW agreed to act as chairperson for the meeting. To note that the members were asked to sign a written resolution indicating that Haileybury Academy Trust will update the existing Articles of Association to the new model articles of association that were published in June 2021. 4/5 members have signed the written resolution which will progress to the DfE for approval.
2.	To receive the audited annual accounts to include the annual report on performance over the last year in terms of meeting the charitable objective of the trust and the vision, financial and educational performance of the trust. The final accounts were received by the members. JH explained that the audit was clean and the reserves increased by £35,000. The accounting officer (RN) and chair of governors (RW) will sign the accounts.
3.	To discuss Governance review report

	<p>The trustees report to members was shared.</p> <p>To note that this year the board undertook an external review of governance, the recommendations from which have been taken forward by the board and discussions at FGB have led to the development of a strategy document. Board skills are continually reviewed to ensure that skill sets are replaced and strengthened as necessary, with a view to increasing board diversity wherever possible, (by age, gender, ethnicity).</p> <p>Q. How well served are you by your board?</p> <p>RW appointed chair mid-year and considered that the board meetings are well attended, with contributions received from all trustees in a collaborative, collegiate and supportive environment.</p> <p>Q. Are there any skills gaps in the board?</p> <p>Marketing and PR. A potential candidate attended the latest FGB meeting as an observer with a view to future appointment.</p> <p>Q. Does the Principal feel well served by the board?</p> <p>RN receives good support and interest from the chair and committee chairs, with lots of challenge. The overall diversity of the board should be considered with a view to reflecting the school community.</p> <p>The members formally recognised the incredible achievements of the school over the last year and the input of the executive and trustees in delivering these.</p> <p>The succession planning of the board was very positive, with the contribution of the former chairperson Russell Matcham and the seamless transfer to the present chair recognised.</p> <p>Members were impressed that the board is not complacent with these achievements but shows a drive to deliver the next steps.</p>
4.	<p>Presentation on major plans/outlook for the year ahead including plans for growth</p> <p>RN explained that the school was building on the success acknowledged by Ofsted. There is a full PAN in Yr7 and the finances are in a good place.</p> <p>Staff continue to be developed and the news that the school buildings are to be replaced is profound, facilitated by ongoing work in the background from the trust and specific trustees.</p> <p>Q. Is there any specific support required over the next 12 months that would enable this process?</p> <p>Important now for HT and the trust to understand if there are other funding opportunities available that will maximise the impact of the buildings for the community; this will require a conversation with the sponsor regarding fundraising as this is a once in a generation moment to benefit the students and the local community.</p> <p>Q. Does the board require additional skills to deliver on the next stage of development?</p> <p>It would be helpful to have a PR and engineering/building skill set, there is already some synergies, and the chair is actively addressing this as the building implementation will bring challenges which are being successfully managed and anticipated.</p>
5.	<p>Q&A: to include those from parents and other stakeholders</p> <p>The written resolution to adopt the new model articles has been signed and approved by members, this will be taken forward by the clerk.</p>

6.	Appointment/re-appointment of auditors
	<p>Following the re-appointment process undertaken at the start of 2022, Price Bailey remains the auditor for Haileybury Academy Trust. JH very happy with the service they provide, offering regular CPD, helpdesk facilities and in addition they remain a specialist in the education sector. They demonstrated good challenge during the audit process and have a representative that sits on the government advisory body so provide good practical insights.</p> <p>The members approved the continued use of Price Bailey as auditors for the trust.</p>